

OFFICE USE ONLY:

DATE FILED: \_\_\_\_\_

PERMIT #: \_\_\_\_\_



**PLANNING & DEVELOPMENT SERVICES  
BUILDING & CODE REGULATIONS DIVISION**

2300 Virginia Avenue  
Ft. Pierce, FL 34982-5652  
772-462-1553 Fax 772-462-1578

**APPLICATION FOR TEMPORARY USE PERMIT**

**BUSINESS NAME:** \_\_\_\_\_

**NAME OF EVENT:** \_\_\_\_\_

**LOCATION AND ADDRESS OF TEMPORARY USE EVENT:**

\_\_\_\_\_

**PROPERTY TAX IDENTIFICATION #:** \_\_\_\_\_

**DESCRIPTION OF TEMPORARY USE:** \_\_\_\_\_

**DATES OF THE EVENT:** \_\_\_\_\_

**APPLICANT'S NAME:** \_\_\_\_\_

**APPLICANT'S STREET ADDRESS:** \_\_\_\_\_

**CITY:** \_\_\_\_\_ **STATE:** \_\_\_\_\_ **ZIP CODE:** \_\_\_\_\_

**WILL THE EVENT HAVE A TEMPORARY LIQUOR LICENSE: YES** \_\_\_\_ **NO** \_\_\_\_

**WILL THE EVENT HAVE A TENT(s): YES** \_\_\_\_ **NO** \_\_\_\_ (up to 900 square feet exempt from fire permit)

**WILL THE HAVE BANNERS/PENNANTS/FLAGS? YES** \_\_\_\_/**NO** \_\_\_\_ (REQUIRES SEPARATE APPLICATION)

**I HEREBY ACKNOWLEDGE THAT THE ABOVE INFORMATION IS CORRECT AND AGREE TO CONFORM TO  
ST. LUCIE COUNTY LAND DEVELOPMENT CODE, SECTION 8.02.02J.**

\_\_\_\_\_  
**PRINT APPLICANT'S NAME**

\_\_\_\_\_  
**SIGNATURE OF APPLICANT**

**STATE OF FLORIDA, COUNTY OF** \_\_\_\_\_

**ACKNOWLEDGED BEFORE ME THIS** \_\_\_\_\_ **DAY OF** \_\_\_\_\_, 20\_\_\_\_,

**BY** \_\_\_\_\_ **WHO IS PERSONALLY KNOWN TO ME** \_\_\_\_,  
**OR WHO HAS PRODUCED** \_\_\_\_\_ **AS IDENTIFICATION.**

\_\_\_\_\_  
**SIGNATURE OF NOTARY**

\_\_\_\_\_  
**TYPE OR PRINT NAME OF NOTARY**

**TITLE: NOTARY PUBLIC**

**COMMISSION NUMBER:** \_\_\_\_\_

## PERMISSION FROM OWNER OF PROPERTY

DATE: \_\_\_\_\_

AS OWNER OF THE FOLLOWING DESCRIBED PROPERTY, I AUTHORIZE \_\_\_\_\_  
\_\_\_\_\_ TO HOLD A TEMPORARY USE EVENT.

PROPERTY TAX IDENTIFICATION #: \_\_\_\_\_

LEGAL DESCRIPTION OF PROPERTY: \_\_\_\_\_

PROPERTY ADDRESS: \_\_\_\_\_

### OWNER INFORMATION:

PROPERTY OWNER'S NAME: \_\_\_\_\_

PROPERTY OWNER'S ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP CODE: \_\_\_\_\_

\_\_\_\_\_  
PRINT OWNER'S NAME

\_\_\_\_\_  
SIGNATURE OF OWNER

STATE OF FLORIDA, COUNTY OF \_\_\_\_\_

ACKNOWLEDGED BEFORE ME THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_,

BY \_\_\_\_\_ WHO IS PERSONALLY KNOWN TO ME \_\_\_\_\_,

OR WHO HAS PRODUCED \_\_\_\_\_ AS IDENTIFICATION.

\_\_\_\_\_  
SIGNATURE OF NOTARY

\_\_\_\_\_  
TYPE OR PRINT NAME OF NOTARY

TITLE: NOTARY PUBLIC

COMMISSION NUMBER: \_\_\_\_\_

seal

**Special vehicle and boat sales events on sites not approved for the permanent display vehicle and boat sales may be approved by the Planning & Development Services Director for special public events if the following standards & requirements are met:**

1. Said events shall be conducted on property having a CG, IL or IH zoning designation, or on property approved by the Public Works Director for special public events, such as the fairgrounds site;
2. Said events shall be conducted on property having existing, permanent, and permitted driveways and access points. No new driveways (road cuts) are permitted in conjunction with sales events;
3. The event shall have duration of four (4) or fewer consecutive days and shall be conducted by one (1) or more dealers having a valid St. Lucie County occupational license;
4. Said events shall be conducted on property having adequate area for vehicle display, employee and customer parking. Vehicle display areas may be unpaved, However all employee and customer parking areas must be paved. Vehicles offered for sale must be displayed only in areas identified as display areas on the scaled drawing submitted as part of the temporary use permit application. Employee and customer parking must be provided at a rate of one (1) space per one thousand (1,000) square feet of vehicle display area;
5. Said events may be conducted on-sites approved for other uses (such as banks, shopping centers) provided that the following conditions are met:
  - A. No parking spaces designated as being required on the approved site plan for the host site may be used as display area or customer/employee parking for the special vehicle sales event unless the following criteria are satisfied:
    1. The applicant for the Temporary Use Permit provides a written, certified statement from the owner or agent for the host site/use that sufficient square footage of approved floor area is unoccupied to provide parking or display area for the special vehicle sales event; or
    2. The applicant for the Temporary Use Permit provides a written, certified statement from the owner or agent for the host site/use stating that the host use will be closed for the entire duration of the special vehicle sales event, including vehicle display times. However; where host uses such as banks, participate in the sales event that activity will not constitute operation by the host use, provided that the host use is not open to the general public for business unrelated to the special sales event.
6. No extension of a temporary use permit for special vehicle sales events may be granted.
7. All signs to be used in conjunction with the event must conform to the requirements of Section 9.01.02(c) of the St. Lucie County Land Development Code. A sign permit(s), if required, must be obtained prior to issuance of any temporary use permit for a sales event.
8. Sanitary facilities shall be provided in accordance with applicable environmental health regulations. Prior to issuance of any temporary use permit for a sales event, the applicant must obtain written approval from the St. Lucie County Public Health Unit for all proposed sanitary facilities.
9. Prior to the issuance of any temporary use permit for a sales event, the applicant must obtain written approval from the Public Works Director for use of any temporary facilities (such as a tent). Use of any facilities required to be inspected by St. Lucie County or the St. Lucie County Fire Department shall be inspected by the appropriate department prior to operation of the facility.
10. Concessions may only be permitted as an accessory use to the sales event. If concessions are proposed, the applicant for the sales event must obtain written approval from the St. Lucie County Public Health Unit for the proposed concession facilities, prior to the issuance of any temporary use permit for the sales event.
11. Special Vehicle Sales Event applications must meet all submittal requirements for a temporary use permit application. In addition, special vehicle sales event applications must include the following:
  - (a) A scaled drawing showing:
    1. The dimensions of the property parcel upon which the event is to be held;
    2. The dimensions of the sales event area;
    3. Location and dimension of all display areas, parking areas, and driving aisles to be utilized;
    4. All adjacent roadways and driveways of the property parcel site;
    5. All signs to be used in conjunction with the sales event and the size and type of sign(s) used;

6. Existing zoning of the subject property and applicable setbacks.
- (b) Information identifying:
1. Beginning and ending dates of the event;
  2. Hours of operation of the event;
  3. Approximate number of vehicles displayed at any one time on the event sited;
  4. Any temporary facilities, including sanitary; display (such as tents), and concessions;
  5. How parking and traffic flow will be properly directed onto and within the event site;
  6. If existing parking spaces of a permanent use (such as shopping plaza) are to be utilized by patrons and employees of the sales event, calculations shall be submitted demonstrating that the sales event will not utilize any parking spaces necessary, in accordance with the parking standards specified in this Code, to service the existing uses.